



SPECIAL COUNCIL MEETING MINUTES

Wednesday, November 29, 2023 at 6:30 p.m.

Held in Council Chambers at #6-3rd Avenue W, Empress, AB

PRESENT: Council: Mayor Arlen Johnston
 Deputy Mayor Dawna Martin
 Councillor Kelly Burgess

Administration: Carrie Loose, Interim Chief Administrative Officer
 Angela Duncan, Chief Administrative Officer (Pending)
 Shelley Vaughan, Chief Financial Officer (Pending)

Absent: n/a

Delegations: n/a

Public at Large: 0

	MOTION #	
1.	CALL TO ORDER	Mayor Johnston called the meeting to order at 6:32 p.m.
2.	AGENDA C-219-11-29-2023	MOVED by Councillor Burgess that the November 29,2023 Agenda be approved as presented. CARRIED
3.	CLOSED SESSION C-220-11-29-2023	MOVED by Mayor Johnston that, pursuant to section 197(2) of the Municipal Government Act, Council go into a closed meeting session at 6:33 p.m. to discuss the following item: a) Confidential Evaluations (FOIPP Act Section 19) – CAO contract and appointment CARRIED The following individuals were present for the closed meeting: Arlen Johnston Dawna Martin Kelly Burgess Carrie Loose Angela Duncan Shelley Vaughan Angela Duncan and Shelley Vaughan left the closed meeting at 6:42 p.m. and returned at 6:55 p.m.



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	C-221-11-29-2023	MOVED by Deputy Mayor Martin that Council come out of closed meeting session at 7:06 p.m. CARRIED
	C-222-11-29-2023	MOVED by Councillor Burgess that Contract VEM 2023-2024 between the Village of Empress and Wildwillow Enterprises for the provision of Municipal Chief Administrative Officer Services and Municipal Administration Support Services be approved and execution authorized and FURTHER that Angela Duncan be appointed as the Chief Administrative Officer for the Village of Empress, as per Contract VEM 2023-2024. CARRIED
	C-223-11-29-2023	MOVED by Deputy Mayor Martin that signing authority for the Village of Empress with ATB Financial and ATB Mastercard be confirmed as follows: Chief Administrative Officer (CAO) Angela Duncan and Assistant CAO Carrie Loose for Administration, and Arlen Johnston, Dawna Martin, and Kelly Burgess for Council; FURTHER that two signatures are required for financial transactions with one signature to be a member of Council and the other to be from administration. CARRIED
	C-224-11-29-2023	MOVED by Mayor Johnston that online banking be removed for Christiaan Liebenberg and authorized for Carrie Loose. CARRIED
13.	NEXT MEETING	The next regular Council meeting is scheduled for Wednesday, December 20, 2023 at 6:30 p.m.
14.	ADJOURNMENT	The meeting adjourned at 7:08 p.m.

Arlen Johnston

Mayor Arlen Johnston

Angela Duncan



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